

Call to Order:

The meeting was called to order at 7:35 p.m. Present were Chair, Joan Duff, members Linn Anderson, Jay Doherty, Vincent Chiozzi (arrived at 7:49 p.m.), John McDonnell (arrived at 8:13 p.m.) and associate member Eric Macaux. Also present were Paul Materazzo, Director of Planning, Lisa Schwarz, Senior Planner, and Jacki Byerley, Planner.

Minutes:

On a motion by Ms. Anderson seconded by Mr. Doherty the Board voted to approve the Oct. 25, 2011 minutes. **Vote:** Unanimous (4-0)

Internet/Privacy:

Mr. Materazzo gave the Board an update of an abutter's concern regarding her name and address appearing in the official minutes of a previous Board meeting that was searchable on-line. Mr. Materazzo noted that he has spoken to Town Counsel regarding the abutter's concern and was advised that an abutter's name and address were not required by the open meeting law. The Board discussed the pros and cons of posting the minutes online in a searchable format. Ms. Anderson noted that having the abutters state their name and address will help the Board determine if they have standing on a project. Mr. Macaux noted his concern that information could be unverifiable if names and addresses are not given and suggested that a disclosure be made at the beginning of each meeting that meetings are televised and all discussions would be part of the public record. Ms. Anderson noted that this is the first time privacy has been raised as an issue. Following a detailed discussion of the matter the Board was in consensus that they will not change their policy to have people identify themselves and the Board will disclose at the opening of the meeting that presenters will be asked to identify themselves by name and address and that all comments made at Board meetings and all documents presented, including DVD's or other resources, are part of the public record.

Master Plan:

Ms. Schwarz reviewed her memo to the Board dated January 5, 2012 including an overview of the history of the timeline of work done. Ms. Schwarz noted that after the Master Plan is adopted the Board should revisit the Master Plan after each Annual Town Meeting for a basic update. Ms. Schwarz reviewed Sections One and Two (Vision Statement and Goals, and Land Use and Zoning) of the Master Plan, the implementation matrix and the Element and Goal Cross Reference Chart. Ms. Schwarz reported that she has asked other Boards and Committees to indicate on the implementation index the importance of certain sections of the Master Plan and noted that the Planning Board should review the Land Use section. Ms. Anderson questioned what would happen in the event of conflicting goals between different Boards or Committees. Mr. Macaux noted that it would give the Board insight as to the other Boards' needs and may require further investigation. Ms. Anderson suggested inserting a disclaimer on how such conflicts would be resolved. She also noted that she will meet with Lisa regarding her comments on Section 9 of the Elements and Goal Cross Reference Chart and will send red-lined changes to the Board.

Pine Forest Park:

The Board opened the public hearing that was continued from the Dec. 13th meeting on an application by Angelo Petrosino for a proposed 11-lot Definitive Subdivision and a Special Permit for Earth Movement entitled Pine Forest Park, located off Flash Road, North Reading, MA, Assessors' Map 104 Lot 3.

Joan Duff, Chair, disclosed that the meeting tonight is televised, all speakers will be asked to identify themselves by name and address, and all discussions will be part of public record and the minutes and DVD will be available on-line.

Luke Roy of O'Neil Associates, representing the applicant, reviewed a letter to the Board dated January 4, 2012 outlining the status of items to be discussed and the applicant's responses to those items.

Ms. Byerley reviewed her memo to the Board dated January 4, 2012, and noted the Board has until January 31, 2012 to issue a decision. She further recommended that the Board request an extension of time.

Al Walker of 11 Flash Road asked if the Board received his letter dated September 12, 2011 outlining his concerns. He further noted that whether he proceeds with a planned addition to his home will depend on the Board's decision.

Ms. Reilly of 2 Flash Road expressed concern regarding the busing of children when the road is closed due to flooding, the safety of the use of the emergency access and the safety of the children of Andover residents.

The Board discussed the neighbors' concerns and suggested sending a copy of the meeting minutes to the Town of North Reading to put North Reading on notice of the neighbors' general safety concerns.

Mr. Petrosino noted that 10 years ago North Reading permitted him to improve the Flash Road right-of-way. He also gave an overview of the history of Pine Forest Park subdivision.

Several abutters expressed concern regarding the emergency access and noted that North Reading buses cannot use the emergency access. They also stated they are not interested in improving Flash Road. Mr. Petrosino noted that he has a right to improve Flash Road because he is an abutter. Ms. Reilly stated that Mr. Petrosino is an abutter only insofar as he is a developer.

Robert Burg of 15 Burroughs Road North Reading noted that he was the liaison for North Reading public safety and noted they were concerned with safety issues related to the proposed development.

On a motion by Ms. Anderson and seconded by Mr. McDonnell, the Board voted to continue the public hearing on an application by Angelo Petrosino for a proposed 11-lot Definitive Subdivision and a Special Permit for Earth Movement entitled Pine Forest Park located off Flash Road, North Reading, MA, Assessors' Map 104 Lot 3 to January 24, 2012 at 7:35 pm. **Vote:** Unanimous (5-0)

Adjournment: The meeting was adjourned 8:30 p.m.